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| **Federal Environmental Review** |
| Environmental Information Document |
|  |
| To be used for projects receiving funding from the Clean Water State Revolving Fund or the Drinking Water State Revolving Fund |
|  |
| **TWDB-0801** |
| **5/22/2015** |
|  |

**Introduction: Full Environmental Review**

When federal loan program funds are spent on a construction project, the project must be assessed for environmental impacts. The Environmental Information Document (EID) allows the Water Supply and Infrastructure Division, as well as other review agencies, to make determinations about the degree of impacts that can reasonably be expected to occur as a result of construction of a proposed project. For additional information about different types of impacts, see the scope of impacts section on the following page. Each sheet in the following template is intended to address a specific requirement needed to comply with the National Environmental Policy Act (NEPA). Information included in this template represents baseline information pertinent to the majority of projects. This template does not replace the necessity to submit a regulatory permit application to the U.S. Army Corps of Engineers (when applicable). Regulatory agencies and the TWDB may require additional information to determine project specific mitigation and permitting requirements as well as issue an environmental finding. Projects seeking funding through the Clean Water State Revolving Fund (CWSRF) or the Drinking Water State Revolving Fund (DWSRF) are subject to NEPA requirements. A full explanation of TWDB environmental requirements is provided in 31 TAC §375, Subchapter E (CWSRF), and 31 TAC §371, Subchapter E (DWSRF).

**Timing**

Preparation of the EID is conducted during the planning phase of the project after a loan commitment has been secured. Please note that issuance of an environmental determination by TWDB environmental staff is required prior to TWDB approval of the Engineering Feasibility Report and release of design and/or construction funds. From beginning to end, this process can be completed in as few as 4 months but typically takes 8 to 10 months for most projects.

Example timeline for the preparation of an EID:

* Variable: Preparation of the base document (time varies by consultant).
* 2-3 months: Agency coordination & public meeting (agency coordination does not need to be complete prior to the public meeting).
* 1 month: Preliminary review of the EID by TWDB staff. After review, the TWDB will send a list of deficiencies to the consultant identifying any additional information required.
* Variable: Submission of supplemental information by the consultant as required by TWDB comments (time varies by consultant).
* 1 month: TWDB approval of the EID and issuance of an environmental determination.
* 1 month: 30-day public comment period.
* Board: Next available Board date for an affirmation of the original loan commitment.

**Report Structure**

The structure of the EID is crucial in allowing for an efficient review of the document. Adhering to the provided structure will allow for ease of use by the project reviewer and others who may be unfamiliar with the project. For projects that contain multiple components, the EID must be prepared in a manner that addresses each component in an orderly fashion.

**Submission**

Once completed, the EID, as well as any questions regarding the preparation of the document or review process, should be submitted to:

**Environmental Reviewer**

**Texas Water Development Board, Regional Water Planning & Development**

**P.O. Box 13231, Austin, Texas 78711-3231**

**Telephone: (512) 936-0938**

**Scope of Impacts**

When constructing a project, three types of impacts must be documented in the EID. These impacts are as follows:

* Direct impacts

Benefits – Environmental impacts that result in a positive outcome

* Secondary impacts
* Cumulative impacts

Secondary and cumulative impacts are often assessed jointly. Environmental impacts can be both positive (hereafter known as benefits) and negative (hereafter known as impacts). The EID should include a discussion of both impacts and benefits. When considering cumulative impacts under NEPA, review and implement the information in [*Considering Cumulative Effects Under the National Environmental Policy Act*](http://ceq.hss.doe.gov/publications/cumulative_effects.html), which is published by the Council of Environmental Quality.

**Direct Impacts**

Direct impacts are effects on the environment that occur at the same time and place as the project. They are the most certain and predictable of the impacts and are typically the easiest to identify. Direct impacts include impacts from construction-related activities as well as impacts related to operation of a newly constructed or modified facility upon completion of construction. Construction impacts include such things as air emissions from construction vehicle traffic, soil disturbance, sedimentation and erosion, and land clearing activities. Operational impacts include such things as increased noise from generators or other equipment in use after construction is completed, odors associated with pump stations, and increased effluent discharge to a stream from a plant expansion.

Direct Impacts – Effects on the environment that occur at the same time and place as the project.

Examples of direct impacts include the following:

* Displacement of wildlife due to vegetation clearing associated with construction projects
* Air emissions from open burning during construction
* Aquatic habitat degradation from installation of a sewer pipe crossing a stream
* Increased nutrient loading in a river from a wastewater treatment plant discharge
* Odors from a wastewater treatment plant

**Secondary Impacts**

Secondary impacts are effects to the environment and natural resources that are removed in time and distance from a project’s construction and operation activities. Secondary impacts are also called “indirect impacts” and are often thought of as chain reaction processes where one action or result leads to another action or result. Guidelines for implementing NEPA (40 CFR §1508.8) broadly define secondary impacts as:

Secondary impacts (indirect impacts) – Effects to the environment and natural resources that are more removed in time and distance from a project’s construction and operation activities.

*…indirect effects, which are caused by the action and are later in time or farther removed in distance, but are still reasonably foreseeable. Indirect effects may include growth inducing effects and other effects related to induced changes in the pattern of land use, population density or growth rate, and related effects on air and water and other natural systems, including ecosystems.*

Secondary impacts associated with infrastructure projects are often related to residential, commercial, and industrial growth that the infrastructure project supports. For example, after sewer service is extended into an unsewered area, a subdivision might be built. The paved roads and other impervious services in the new subdivision may increase the level of pollutants in a nearby stream due to runoff. The decreased water quality that results in the stream is not directly related to the construction or operation of the sewer system, but it is indirectly related to the project because the expanded sewer system supported development of the new subdivision.

**Cumulative Impacts**

Cumulative impacts are effects that result from the project’s direct impacts when added together with impacts from other past, present, and future projects that can be reasonably predicted. NEPA regulations define cumulative impacts as “environmental impacts which result from the incremental impact of the action when added to other past, present, and reasonably foreseeable future actions regardless of what agency (Federal or non-Federal) or person undertakes such other actions. Cumulative impacts can result from individually minor but collectively significant actions taking place over a period of time.”

Cumulative impacts – Effects that result from the project’s direct impacts added together with impacts from other past, present, and future projects that can be reasonably predicted.

Evaluating cumulative impacts requires analysis of the “big picture” in terms of time and space. Consider the following example: run-off from parking areas surrounding a single shopping center might not be a significant stressor to the receiving stream, but the combined run-off from multiple shopping centers located in the same watershed can become a significant stressor. Another example would be where a combination of wastewater infrastructure projects in the same river basin could create nutrient issues downstream. Note: In some cases, cumulative impacts may be positive. For example, if, in a watershed, several stream and wetland restorations are implemented in the headwaters of the watershed, then nutrient loadings and siltation may be reduced downstream. Cumulative impacts are an issue that must be considered any time that growth is anticipated in the project area, even if that growth is not facilitated by or connected to the proposed project. If impacts from a proposed project are minor and limited to construction only, they are less likely to contribute to cumulative impacts in the broader project area.

Cumulative impacts must be considered and discussed for any project that takes place in an area experiencing growth and development, even if the proposed project is not an expansion project.

**Environmental Information Document**

 The following pages, beginning with the Table of Contents, contain the template EID. The following nine (9) sections should be completed to the maximum extent practicable. To expedite the review of this document, please provide all requested information in a clear and concise manner. If a section does not apply to the project, please indicate that it does not apply by writing “Not Applicable” in the space provided.

Sections 1, 3, 4, and 5 request specific information regarding the proposed project; alternatives considered; the environmental setting of the project; potential direct, secondary, and cumulative impacts; and proposed mitigation. Section 2 provides a list of attachments that should be included in Section 9 of the EID. As noted in Section 2, documents lacking required attachments will not be accepted. Section 6 describes the public participation process and the materials that must be submitted by the applicant after a public meeting has occurred. In order to facilitate agency coordination, Section 7 provides a rubric for the applicant to determine whether agency coordination is required. Example coordination and notification letters are conveniently provided within the document. Section 8 contains a certification statement whereby the applicant confirms that the information contained in this document is accurate and complete to the applicant’s knowledge, and that this document describes the complete project.

**\*To update the Table of Contents: (1) Click on Table, (2) Choose Update Table, (3) Select Update Entire Table**

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| Section 1: General Information |
| --- |
| **Authority (Loan Applicant):** |       |
| **TWDB Project No:** |       |
| **Project Name:** |       |
| **Counties where project activities will occur:** |       |
| Funding Source/ Loan Number: |       | /       |
|       | /       |
|       | /       |
| Total Estimated Project Costs: |       |
| TWDB Funded Phases: |

|  |  |
| --- | --- |
| [ ]  Planning | [ ]  Acquisition |
| [ ]  Design | [ ]  Construction |

 |
| Other Funding Source(s): |       |
| Consultant Project Name/Number (if applicable): |       |
| Primary Contact for questions concerning the EID: | Company: |       |
| Contact Person: |       |
| Mailing Address: |       |
| Phone: |       |
| Email: |       |
| Project Engineer: | Company: |       |
| Contact Person: |       |
| Mailing Address: |       |
| Phone: |       |
| Email: |       |
| List of Preparers:1.
2.
3.
4.
5.
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| Section 2: List of AttachmentsDocuments lacking required attachments will not be accepted  |
| --- |
| **Identify the project footprint on all maps.** **Maps must have adequate resolution and be at an appropriate scale.**Example project maps are provided online at: <http://www.twdb.texas.gov/financial/instructions/doc/TWDB-1800.pdf>Many of the resources required by the following list of attachments can be acquired for free online. If you are unfamiliar with the resources identified below or are not sure where to find them, please contact your environmental reviewer for assistance. Map(s): Show existing structures, potential location(s) of new or upgraded structure(s), and areas(s) that will be disturbed by the project, including construction staging area(s). Provide a scale bar, north arrow, and legend.Label and Describe: Potentially-impacted environment(s) and site feature(s) (e.g., public/private property, developed or landscaped areas, roads, historic properties, wetlands, forested areas, rivers, streams, 100-year floodplain, prime farmland, wild and scenic rivers, protected areas, above and below-ground utilities, U.S. EPA designated sole source aquifer areas, etc.)  |
| **Appendix A: Standard Maps** |
| Regional Location Map | Page: A-      |
| USGS Topographic Map(s) for Preferred Alternative | Page: A-      |
| Project footprint or plans/plats  | Page: A-      |
| Geologic Map | Page: A-      |
| FEMA Floodplain Map(s) | Page: A-      |
| National Wetlands Inventory Map(s) | Page: A-      |
| **Appendix B: Environmental Setting, Impacts and Mitigation Attachments** |
| **Appendix B1**Soils&Prime and Important Farmland (Section 5.3)Page: B-      | NRCS Soil Survey for Proposed Project Area of Interest (Required)[ ]  Map + Table of Soils (Series level)[ ]  Map + Table of Hydric Soils[ ]  Map + Table of Prime & Important FarmlandsNRCS Farm Impact Rating (If Applicable)Farm Impact Rating Form Attached [ ]  N/A [ ]   |
| **Appendix B2**Wetlands, Streams & Waters of the U.S(Section 5.6)Page: B-       | Wetland & Streams Impacts Map (If Applicable)Wetland & Streams Impacts Map Attached [ ]  N/A [ ] Wetland Delineation Report (If Applicable)Wetland Delineation Report Attached [ ]  N/A [ ]  |
| **Appendix B3**Biological Resources(Section 5.7)Page: B-      | County List of Rare, Candidate, Threatened and Endangered Species (Required)[ ]  USFWS: County List of Federal Candidate, Threatened and Endangered Species[ ]  TPWD: County List of State and Federal Rare, Threatened and Endangered Species[ ]  Potential Impacts Table |
| **Appendix B4**Cultural Resources(Section 5.8)Page: B-      | Cultural Resources Report (If Applicable)Cultural Resources Report Attached [ ]  N/A [ ]  |
| **Appendix B5**Hazardous Materials(Section 5.9)Page: B-      | Hazardous Materials (If Applicable)Formal Site Assessment Attached [ ]  N/A [ ]  |
| **Appendix B6**Social Implications & Environmental Justice(Section 5.10)Page: B-      | All maps & reports should be generated through the EPA’s EJ View Website (Required)[ ]  EJ View Map (add a 0.5 mile buffer around the construction area)[ ]  ACS Summary Report[ ]  Census Summary Report[ ]  Environmental ReportCensus QuickFacts Summary (Required)[ ]  City vs. State[ ]  County vs. State |
| **Appendix B7**Public Meeting (Section 6)Page: B-      | Public Meeting Documentation[ ]  Publisher’s affidavit and a copy of the Public Meeting Notice[ ]  Statement signed by applicant - meeting was held in conformance with the Public Meeting Notice.[ ]  List of witnesses[ ]  Written summary of the meeting |

| Section 3: Project DescriptionPreferred Action Alternative |
| --- |
| For the purposes of this document the project site includes all areas that will be disturbed by the project, including construction staging area(s). The project area includes surrounding areas which may, directly or indirectly, be impacted by the project. |
| 1. **Background:** Briefly describe the existing system (e.g., treatment processes, capacity of treatment plant, annual average and peak demand flows, etc.). |
|       |
| 2. **Project Location:** Briefly describe the project location (e.g., new undeveloped site, existing treatment plant site, undeveloped portion of an existing site, site adjacent to existing facilities, currently owned, acquisition required, etc.).  |
|      Latitude/Longitude:      Project Address (if applicable):       |
| 3. **Project Need & Purpose**: What need does the project address? (e.g., improve water quality, increase capacity, inadequate system or system components, increase treatment due to more stringent effluent limits, linear work, etc.) |
|      Is the proposed project being pursued in response to a compliance order?       |
| 4.**Project Description**: Description should include project costs, design year and design population.  |
|      Is the proposed project part of a larger project? [ ]  Yes [ ]  NoIf the proposed project is one phase of a larger project, describe the duration and purpose of the larger project.       |
| 5. **Waste Disposal:** Does the project require sludge/soil/waste disposal? [ ]  Yes [ ]  No |
| If yes, identify the location(s) and method(s) of disposal:      |
| 6. **Project Components:** Provide a bulleted list (e.g. install 1,000 linear feet of new 6-8 inch pipeline in existing ROW and easements from the outfall structure in Lake X to the WTP, install new 300,000 gallon ground storage tank at the WTP, demolish existing chemical storage building, etc.). |
| *
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*
 |
| 7. **Project Magnitude:** |
| 1. Current population of service area:
2. Anticipated population of service area in 20 years:
3. Will the proposed project service the entire population increase? [ ]  Yes [ ]  No
 |
| 8. **Project Schedule:** |
| Anticipated Completion of Environmental Review:      Completion of Acquisition:      Completion of Permitting:      Completion of Design:      Start of Construction:      Construction Completion:       |
| 9. **Project Costs:** Provide an estimate of the cost of the project. $      |
| 10. **Other Projects:** Provide a description of any other projects in progress that may be affected by the proposed project (e.g., TxDOT plans for Road Construction, etc.). |
|       |

| Section 4: Alternative AnalysisNo-Action Alternative |
| --- |
| **Environmental Impact Description** |
| Provide a qualitative description of the environmental impacts of the no-action alternative and compare the impacts to that of the preferred alternative. (e.g., WTP would remain out of compliance with TCEQ primary drinking water standards, leaky on-site septic systems would continue to contaminate surface water, etc.) |
|       |
| **Environmental Impact Analysis** |
| Please indicate whether the direct impacts of the no-action alternative on the following resources are greater than, less than or the same as the direct impacts of the preferred alternative on the same resource. |
| **Land Use**Change in land use and land cover is: [ ]  Greater [ ]  Less [ ]  Same**Prime and Important Farmland**Impacts to prime and important farmland are: [ ]  Greater [ ]  Less [ ]  Same**Water Resources**Impacts to surface water quality are: [ ]  Greater [ ]  Less [ ]  SameImpacts to groundwater quality and quantity are: [ ]  Greater [ ]  Less [ ]  SameImpacts to floodways or floodplains are: [ ]  Greater [ ]  Less [ ]  SameImpacts to wetlands are: [ ]  Greater [ ]  Less [ ]  Same**Vegetation and Habitat**Impacts to trust resources are: [ ]  Greater [ ]  Less [ ]  SameImpacts to wildlife are: [ ]  Greater [ ]  Less [ ]  SameImpacts to native vegetation is: [ ]  Greater [ ]  Less [ ]  SameImpacts to endangered species habitat are: [ ]  Greater [ ]  Less [ ]  Same**Cultural Resources**Impacts to cultural resources or historic properties are: [ ]  Greater [ ]  Less [ ]  Same**Air Quality** Effects on air quality are: [ ]  Greater [ ]  Less [ ]  Same**Environmental Justice**Impacts to Low-income or Minority Populations are: [ ]  Greater [ ]  Less [ ]  Same |
| **Secondary and Cumulative Impacts:** Considering resources that the no-action alternative will impact, identify any past, present or reasonably foreseeable future projects which impact these same resources. This answer will provide important contextual information. |
|       |
| **Acceptance/Rejection** |
| **Alternative:** [ ]  Accepted [ ]  Rejected |
| **Rationale for Acceptance/Rejection** |
| Discuss the rationale for acceptance/rejection of the no-action alternative, including financial, engineering and environmental considerations (e.g. cost comparison, reliability of alternative, complexity of alternative, significant environmental effects, legal or institutional constraints, etc.): |
|       |

| **Section 4: Alternatives Analysis**Alternative Not Selected*\*Attach additional alternative sheets as necessary\** |
| --- |
| **Description** |
| Please provide a description of this alternative: |
|       |
| Alternative still in consideration?[ ]  \*Yes [ ]  No\**If yes, please note that the level of detail provided for this alternative should be commensurate with the level of detail provided for the preferred alternative presented in this document. Please work with your Environmental Reviewer to scope this document appropriately in order to prevent project delays.* |
| **Environmental Impact Description** |
| Provide a qualitative description of the environmental impacts (adverse and beneficial) of this alternative and compare the impacts to that of the preferred alternative. Specify temporary versus permanent impacts. |
|       |
| **Environmental Impact Analysis** |
| Please indicate whether the direct impacts of the alternative not selected on the following resources are greater than, less than or the same as the direct impacts of the preferred alternative on the same resource. |
| **Land Use**Change in land use and land cover is: [ ]  Greater [ ]  Less [ ]  Same**Prime and Important Farmland**Impacts to prime and important farmland are: [ ]  Greater [ ]  Less [ ]  Same**Water Resources**Impacts to surface water quality are: [ ]  Greater [ ]  Less [ ]  SameImpacts to groundwater quality and quantity are: [ ]  Greater [ ]  Less [ ]  SameImpacts to floodways or floodplains are: [ ]  Greater [ ]  Less [ ]  SameImpacts to wetlands are: [ ]  Greater [ ]  Less [ ]  Same**Vegetation and Habitat**Impacts to trust resources are: [ ]  Greater [ ]  Less [ ]  SameImpacts to wildlife are: [ ]  Greater [ ]  Less [ ]  SameImpacts to native vegetation is: [ ]  Greater [ ]  Less [ ]  SameImpacts to endangered species habitat are: [ ]  Greater [ ]  Less [ ]  Same**Cultural Resources**Impacts to cultural resources or historic properties are: [ ]  Greater [ ]  Less [ ]  Same**Air Quality** Effects on air quality are: [ ]  Greater [ ]  Less [ ]  Same**Environmental Justice**Impacts to Low-income or Minority Populations are: [ ]  Greater [ ]  Less [ ]  Same |
| **Secondary and Cumulative Impacts:** Considering resources that this alternative will impact, identify any past, present or reasonably foreseeable future projects which impact these same resources. This answer will provide important contextual information. |
|       |
| **Acceptance/Rejection** |
| **Alternative:** [ ]  Accepted [ ]  Rejected |
| **Rationale for Acceptance/Rejection** |
| Discuss the rationale for acceptance/rejection of this alternative, including financial, engineering and environmental considerations: |
|       |
| Section 4: Alternatives AnalysisSelection of the Preferred Action Alternative |
| Discuss the rationale for why the proposed project was chosen as the preferred alternative: |
|       |

| Section 5: Environmental Settings, Impacts and Mitigation5.1: Land Use |
| --- |
| **Existing Conditions** |
| Will the project require land use conversion? [ ]  Yes [ ]  No  |
| If yes, explain:      |
| Describe current and recent past land use and development on the site and on adjacent lands. Discuss project compatibility with adjacent and nearby land uses.      |
| Will new or expanded utilities, roads, other infrastructure or public services be required to serve the project? [ ]  Yes [ ]  No |
| If yes, describe additional services needed:      |
| **Impacts** |
| Describe direct impacts of the project (adverse and beneficial) on land use. Specify temporary versus permanent impacts. |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.2: Geology |
| --- |
| **Existing Conditions** |
| Physiographic Province: | [ ]  Gulf Coast Plains [ ]  Central Texas Uplift [ ]  Grand Prairie[ ]  Edwards Plateau [ ]  North-Central Plains [ ]  High Plains[ ]  Basin and Range |
| Are there faults within the project’s area of interest? | [ ]  Yes[ ]  No |
| Is the project located in a Karst or Pseudo-Karst Zone? | [ ]  Yes[ ]  No |
| Include the names and brief descriptions of the geologic formations in the project’s area of interest. |
|       |
| Discuss any relevant topographical and geological features (e.g. salt domes, sink holes, shallow limestone formations, karst conditions, cave systems, etc.). |
|       |
| **Impacts** |
| Describe direct impacts of geology on the proposed project. Please elaborate on all items checked “Yes” above: |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.3: Soils & Prime and Important Farmland |
| --- |
| **Soils** |
| Is soil contamination present? |  [ ]  Yes [ ]  No  |
| Does soil type present any constraints to the project? |  [ ]  Yes [ ]  No  |
| If yes to either above, explain (if redundant with information provided in the Hazardous Materials section reference that section):      |
| Will soil be moved offsite? [ ]  Yes [ ]  No | If yes, how will it be disposed of?      |
| Will soil become contaminated as a result of the proposed project? [ ]  Yes [ ]  No | If yes, explain:      |
| **Prime and Important Farmland** |
| Does the project area contain prime and important farmlands?  | [ ]  Yes[ ]  No |
| If yes, does either of the following exemptions apply? [ ]  Exempt – corridor subsurface project (e.g., buried water, sewage, and/or electric lines). [ ]  Exempt – previously converted site (e.g., existing water and wastewater treatment plant sites). |
| If the project area contains prime and important farmlands and does not qualify for the exemptions listed above, include a completed version of the NRCS' Farmland Conversion Impact Rating Form AD-1006 [ ]  Attach Form AD-1006 to Appendix B1 |
| **Impacts** |
| Will prime and important farmland be directly impacted by the project?  |  [ ]  Yes [ ]  No  |
| Describe direct impacts of the project on prime and important farmland: |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.4: Water Resources |
| --- |
| **Existing Conditions** |
| What river basin(s) is the proposed project located in?      |
| What major/minor aquifers are located in the greater project area?       |
| Are any of these a sole source aquifer? | [ ]  Yes [ ]  No  |
| Water supply(ies): | Surface water(s):     Groundwater(s):      |
| **Water Well Projects** |
| Does the project involve the installation of any water wells? |  [ ]  Yes [ ]  No  |
| If yes, provide the depth to ground water, duration and quantity of water to be extracted, and potential affects to the public water supply:      |
| Will the project require test wells? |  [ ]  Yes [ ]  No  |
| Will any existing water well(s) be abandoned? |  [ ]  Yes [ ]  No  |
| If yes, discuss best management practices that will be used to abandon the existing well(s):      |
| **Impacts to Water Resources** |
| Will water resources be directly impacted by the project? |  [ ]  Yes [ ]  No  |
| Describe direct impacts (adverse and beneficial) to surface water quality and groundwater quality/quantity (surface water runoff, erosion, sedimentation, temporary loss of vegetation cover, etc.). Specify temporary versus permanent impacts. |
|       |
| Will the project include new or relocated discharge site(s)? |  [ ]  Yes [ ]  No  |
| Will the project require an amendment to an existing TCEQ discharge permit? |  [ ]  Yes [ ]  No  |
| If yes, discuss the nature of the permit changes:      |
| **If the project requires a new permit or a permit amendment, list all stream segment(s) found at and immediately downstream of the proposed discharge sites. Source: TCEQ list of stream segments and water quality data.** |
| Stream Segment ID | Classification | Impaired? | Reason for Impairment |
|       |       | [ ]  Yes [ ]  No |       |
|       |       | [ ]  Yes [ ]  No |       |
|       |       | [ ]  Yes [ ]  No |       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.5: Topography and Floodplains |
| --- |
| **Topography** |
| Minimum Elevation in Project Area (MSL): | Maximum Elevation in Project Area (MSL): |
|       |       |
| Briefly describe the topography in the project area (e.g., gently rolling hills, dominant drainage to the west via tributaries to the Brazos River): |
|       |
| Discuss any relevant topographical features (e.g. playa lakes). |
|       |
| **Floodplains & Floodways** |
| Is the project site located in a 100-year floodplain?  | [ ]  Yes [ ]  No [ ]  Partial |
| If yes, list all streams with floodplains in project area. Specify whether the project will be located within the 100-year floodplain and/or floodway(s) of these streams. |
| Stream | Project in 100-year floodplain? | Project in floodway? |
|       | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |
|       | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |
| Do the communities (cities and/or counties) in which the project will be constructed participate in the National Flood Insurance Program? |  [ ]  Yes [ ]  No [ ]  Partial |
| List all participating cities and counties | List all non-participating cities and counties |
|       |       |
|       |       |
| **Impacts** |
| Will floodplains or floodways be directly impacted by the project? | [ ]  Yes [ ]  No |
| Describe direct impacts of the project (adverse and beneficial) on floodplains and floodways. Specify temporary versus permanent impacts: |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.6: Wetlands, Streams, and Waters of the United States |
| --- |
| *Information included in this template represents baseline information pertinent to the majority of projects. Regulatory agencies, including the USACE, may require additional information to determine permitting or mitigation requirements.* |
| List all applicable U.S. Army Corps of Engineers permits for the project (general and/or individual):      |
| Will any of the applicable permits require pre-construction notification? [ ]  Yes [ ]  No |
| If yes, which one(s):       |
| Are streams present on the project site or in the project area (perennial, ephemeral, intermittent)? [ ]  Yes [ ]  No  |
| If yes, list all streams in the project area. |
|       |
| Are wetlands present on the project site or in the project area? [ ]  Yes [ ]  No  |
| If yes, discuss the type and quality of wetlands (e.g., forested palustrine, emergent riverine):      |
| Has a site wetlands/waters delineation or jurisdictional determination been performed using the applicable USACE Wetland Delineation Manual\*, including regional supplements\*\*?  [ ]  Yes: If Yes, has it been verified by the USACE? [ ]  Yes [ ]  No[ ]  No\*Environmental Laboratory. (1987). "Corps of Engineers Wetlands Delineation Manual". Technical Report Y-87-1. U.S. Army Engineers Waterways Experimental Station, Vicksburg, MS. \*\*The manual is to be used with the appropriate regional supplement. These supplements and the manual can be found on the following website: <http://www.usace.army.mil/Missions/CivilWorks/RegulatoryProgramandPermits/reg_supp.aspx> |
| If yes, summarize the findings below and attach a copy of the field survey to Appendix B2. **If no**, describe the basis for above statements regarding presence or absence of wetlands and waters of the U.S.. |
|       |
| **Impacts** |
| Will wetlands be impacted? [ ]  Yes [ ]  No | Will streams be impacted? [ ]  Yes [ ]  No |
| Are any of the impacted wetlands/streams in the project area tidally influenced? [ ]  Yes [ ]  No |
| Describe direct impacts of the project (adverse & beneficial) on streams and wetlands (e.g., fill, dredging, dewatering, surface water runoff, other pollutants, etc.). Specify temporary versus permanent impacts. |
|       |
| Stream/Wetland Impacts (if applicable) \*add rows if needed |
| **This section must be accompanied by a Stream/Wetland Impact Map:** The map must include a topographic background with footprint of the project overlain. Assign a number to each stream/wetland in the project footprint and label each on the map (e.g., S1, S2, W1, W2).Attach the map to Appendix B2 |
| **Stream Impacts**: Include all streams in project footprint even if impact is zero feet |
| # Keyed to Map(S1, S2,…) | Temporarily impacted | Permanently impacted |
| All Streams [linear ft] | Potential Waters of U.S. (streams only) [linear ft] | All Streams[linear ft] | Potential Waters of U.S. (streams only) [linear ft] |
|       |       |       |       |       |
|       |       |       |       |       |
| **Total Stream Impacts (feet):** |       |       |       |       |
| **Wetland Impacts:** Include all wetlands in project footprint even if impact is zero acres. |
| # Keyed to Map(W1, W2,…) | Temporarily impacted | Permanently impacted |
| All Wetlands [ac] | Potential Waters of U.S.(wetlands only) [ac] | All Wetlands [ac] | Potential Waters of U.S.(wetlands only) [ac] |
|       |       |       |       |       |
|       |       |       |       |       |
| **Total Wetland Impacts (acres):** |       |       |       |       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.7: Biological Elements |
| --- |
| Ecoregion: |

|  |  |  |
| --- | --- | --- |
| [ ]  Arizona/New Mexico Mtns.  | [ ]  Central Great Plains  | [ ]  Texas Blackland Prairies |
| [ ]  Chihuahuan Deserts | [ ]  Cross Timbers | [ ]  East Central Texas Plains |
| [ ]  High Plains  | [ ]  Edwards Plateau  | [ ]  Western Gulf Coastal Plain  |
| [ ]  Southwestern Tablelands  | [ ]  Southern Texas Plains  | [ ]  South Central Plains |

 |
| **Using USFWS and TPWD County Lists of Rare, Candidate, Threatened and Endangered Species, create a table of potential impacts with the following columns:**(1) Species (common and scientific names), (2) State/federal protection status, (3) Habitat, (4) Presence of Critical Habitat, (5) Project Site Suitability, and (6) Potential Impacts of Project Attach the Potential Impacts Table to Appendix B3 |
| Has a biological field survey been performed? |  [ ]  Yes [ ]  No  |
| If yes, summarize the finding below. Attach report to Appendix B3, if applicable – exclude report from publicly available documents to protect location sensitive information.       |
| Are any parks, recreational areas, forest preserves, grassland preserves, wildlife refuges, wild or scenic rivers, karst faunal regions or zones, or nature preserves (federal, state or local; public or private) in or near the project area?  | [ ]  Yes [ ]  No  |
| If yes, list and describe proximity to project site:       |
| Briefly describe the vegetation and wildlife, including aquatic species, present in the project site and project area.\* Do not include protected species addressed in the potential impacts table. |
|       |
| **Impacts** |
| Discuss potential impacts (adverse and beneficial) to trust resources, wildlife and natural vegetation, including habitat. Provide information about the nature, extent, duration and location of the impacts. Specify temporary versus permanent impacts.\* Do not include protected species already addressed in the potential impacts table. |
|       |
| If present in or near the project area, discuss potential impacts to any parks, recreational areas, forests preserves, grasslands preserves, wildlife refuges, wild or scenic rivers, karst faunal regions or zones, or nature preserves (federal, state or local; public or private): |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.8: Cultural Resources |
| --- |
| Have you notified the State Historic Preservation Officer (SHPO) at the Texas Historical Commission that you intend to use the NEPA process to comply with Section 106 of the National Historic Preservation Act? |  [ ]  Yes [ ]  No |
| Identify parties that were consulted regarding cultural resources, including Tribal Historic Preservation Officers (THPO), the federal Advisory Council on Historic Preservation (ACHP), local governments, or any other interested parties.      |
| Has an archeologist and/or an architectural historian performed a desktop review of the proposed project? |  [ ]  Yes [ ]  No |
| Identify cultural resources/historic properties (included in or eligible for inclusion in the National Register of Historic Places) within the proposed project’s area of impact.      |
| Has an archeological and/or architectural survey been conducted? |  [ ]  Yes [ ]  No |
| If Yes, briefly summarize the results of the report(s) and attach them to Appendix B4, if applicable – exclude report from publicly available documents to protect location sensitive information.      |
| Does the project have the potential to affect significant cultural resources/historic properties?  |  [ ]  Yes [ ]  No |
| If you have determined that historic properties will not be impacted, explain how this conclusion was reached.       |
| Describe direct impacts (adverse and beneficial) of the project on cultural resources/historic properties. Specify temporary versus permanent impacts.      |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.9: Hazardous MaterialsThe TWDB does not fund the testing, remediation, removal, disposal, or related work for contaminated or potentially contaminated material. |
| --- |
| Is there a Superfund Site in the project area or in an area associated with the proposed work (e.g., Superfund site upstream of project activities in a floodplain)? |
|       |
| Was a site assessment conducted? |  [ ]  Yes [ ]  No |
| If a formal site assessment was conducted please attach the report and/or data search to Appendix B5. | [ ]  Attached [ ]  Not Applicable |
| If an informal site assessment was conducted, please briefly describe methods and results. Make sure to identify any potential environmental hazards located on the site due to past site uses (e.g. soil contamination or proximity to nearby hazardous liquid or gas pipelines) : |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.10: Social Implications & Environmental Justice |
| --- |
| **Social Implications** |
| Will land acquisition for the project require the use of eminent domain? | [ ]  Yes [ ]  No |
| If yes, describe:      |
| Will people or businesses be relocated as a result of this project?  |  [ ]  Yes [ ]  No |
| If yes, describe the extent and nature of the relocations.      |
| Will the project cause an increase in resident’s monthly service rates?  | [ ]  Yes [ ]  No |
| If yes, provide an estimate of an average monthly residential bill and the anticipated monthly residential increase required to finance the debt.  | Average Monthly User Rate: $     Anticipated Increase: $      |
| Will the project require an increase in taxes to finance the debt? |  [ ]  Yes [ ]  No |
| If yes, provide an estimate of the increase required:       |
| **Environmental Justice** |
| **Area** | **Population** | **% Minority** | **% Below the Poverty Level/ Per Capita Income** |
| State  |       |       |       /       |
| County:       |       |       |       /       |
| City:       |       |       |       /       |
| Project Area (0.5 mile buffer) |       |       |       /       |
| Does the project area have a portion of the population, greater than the city, county or state average, who are members of a racial/ethnic minority category or who have incomes less than or equal to the state’s official poverty level? | [ ]  Yes [ ]  No |
| **Impacts** |
| Will the project disproportionally impact low-income or minority populations? | [ ]  Yes [ ]  No |
| Please explain:       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.11: Other Potential Impacts or Requirements |
| --- |
| 1. **Air Quality:**  Is the project in a maintenance or non-attainment area for any priority air pollutant under the federal Clean Air Act? | [ ]  Yes [ ]  No |
| If yes, describe the impact the project will have on ambient air quality.      |
| 2. **Scenic Views**: Will the project impact scenic views or vistas during construction or operation? | [ ]  Yes [ ]  No |
| If yes, indicate which scenic views or vistas will be impacted and discuss adverse impacts. Specify temporary versus permanent impacts.       |
| 3. **Traffic:**  Will construction of this project involve rerouting or controlling traffic? | [ ]  Yes [ ]  No |
| If yes, describe traffic changes and how long traffic will be disrupted:      |
| 4. **Other Potential Impacts:** If the project may cause any adverse impacts not addressed by items 1-3, identify and discuss them here (e.g., odor, prevailing winds, noise, blasting, night work, etc.): |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.12: Secondary and Cumulative Impacts |
| --- |
| Considering resources that your project will impact, identify any past, present or reasonably foreseeable future projects which impact these same resources. This answer will provide important contextual information. |
|       |
| **Mitigation Measures** |
| Mitigation Measures for Project Environmental Impacts? [ ]  Yes [ ]  Not applicableIf yes, list all mitigation measures in Section 5.14. |

| Section 5: Environmental Settings, Impacts and Mitigation5.13: Standard Mitigation, Precautionary Measures and Best Management Practices |
| --- |
| Describe any standard mitigation, precautionary measures and best management practices to be used during project construction (e.g., storm water pollution prevention plan, re-vegetation, dust and siltation control, establish original grades in floodplains, etc.). |
|       |

|  |
| --- |
| Section 5: Environmental Settings, Impacts and Mitigation5.14: Mitigation Measures |
| Provide a list of potential adverse impacts of the proposed project and a description of how those impacts will be avoided, minimized, or mitigated. This list will be used to develop conditions for the environmental determination issued by the TWDB. Please ensure the information is consistent with what was provided to regulatory agencies and incorporates applicable agency recommendations. When responding to recommendations provided by regulatory agencies, identify which are feasible and which will not be implemented.  |
| Impact: | Recommended/Required by What Entity? (if applicable) | Mitigation Measures Description: |
| *Example:**Loss of 5 acres of forested wetland* | *Example:**USACE* | *Example:**Purchase 10 credits from ABC Wetland Bank* |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

| Section 5: Environmental Settings, Impacts and Mitigation5.15: References |
| --- |
|       |

# Section 6: Public Participation

**PUBLIC MEETING**

1. Does the project or activities involve a probable or known public controversy? [ ]  Yes [ ]  No

If yes, please contact your TWDB environmental reviewer for the public hearing guidance.

1. **Notify the Public:** Public participation is required to inform the public of potential social, economic or environmental impacts of the proposed project. The applicant must notify the public of the meeting by advertisement in a newspaper of general circulation within the project area at least thirty (30) days prior to the date of the meeting.The 30-day period may count either the day of the advertisement or the day of the meeting, but not both.
2. **Notify requisite agencies and interested parties:** A written notice of the meeting should be sent to any state, federal or local agency, government, organization or individual that has an interest in the proposed project.
3. **Floodplain/Wetland:** If the proposed action is located in a wetland and/or the 100-year floodplain (500-yr floodplain for critical actions), you are required to notify the public and involve the affected and interested public in the decision making process. Incorporate a discussion of alternatives to construction in the floodplain/wetlands, potential impacts and proposed mitigation measures into the public meeting.
4. **Public Meeting Notice Includes:**

[ ]  Published 30 days in advance of meeting

[ ]  Date, time and place of meeting

[ ]  Brief description of project & floodplain/wetland notice (if applicable)

[ ]  Cost, including estimated monthly bill and any connection fee, tax or surcharge

[ ]  Convenient local source for EID (available at least 30 days prior to meeting)

[ ]  Statement of Purpose: “One of the purposes of this meeting is to discuss the potential environmental impacts of the project and alternatives to it.”

**Example Public Meeting Notice:**

A public meeting is being held on \_\_\_\_\_(day, date)\_\_\_\_\_ at \_\_ (time)\_\_\_ at\_\_\_\_\_(location, address)\_\_\_\_\_ to discuss the \_\_\_\_\_city/district\_\_\_\_\_ ’s proposed project to \_\_\_\_\_\_\_\_(project description)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_(project location)\_\_\_\_\_ . One of the purposes of this hearing is to discuss the potential environmental impacts of the project and alternatives to it. The total estimated cost of the project is $\_\_\_\_\_\_\_\_\_\_. The estimated monthly bill for a typical resident is currently\_\_\_\_\_\_\_\_\_\_\_. A user rate increase of \_\_\_\_\_\_\_\_\_will be required to finance this project. *In addition, a connection fee/tax/surcharge/other fee of $\_\_\_\_\_\_\_\_\_\_\_will be required.* An application for financial assistance for the project has been *(will be)* filed with the Texas Water Development Board, P.O. Box 13231, Austin, Texas, 78711-3231. An Environmental Information Document for the project has been prepared which will be available for public review at \_\_\_\_\_(city hall/district offices)\_\_\_ at\_\_\_\_\_\_\_(address)\_\_\_\_between the hours of \_\_\_\_\_\_\_(hours)\_\_\_\_for 30 days following the date of this notice. Written comments on the proposed project may be sent to \_\_\_\_\_\_(address)\_\_\_\_\_or to the Texas Water Development Board.

**Floodplain/Wetland: Incorporate into Public Meeting Notice for projects in a floodplain or wetland**

This project involves construction (a) of a critical facility in the 500-year floodplain, (b) in the 100-year floodplain, or (c) construction located in a wetland. Alternatives to construction in a floodplain/wetland, potential impacts on floodplains/wetlands and proposed mitigation measures will be addressed during the public meeting.

1. **Public Meeting Documentation**

[ ]  Publisher’s affidavit and a copy of the notice

[ ]  Statement signed by applicant: meeting was held in conformance with the Public Meeting Notice.

[ ]  List of witnesses

[ ]  Written summary of the meeting

1. **Were adverse comments about any aspect of the project received?**[ ]  Yes [ ]  No

If yes, describe how they were resolved:

| Section 7: Agency Coordination |
| --- |
| When coordinating with an agency, send hard copies by public carrier with delivery confirmation requested. Retain copies of those confirmations. When a response is not received from an agency, documentation of the delivery must be included with the coordination materials submitted to the TWDB. All agency coordination should be included in Appendix C and should be presented in the same order as the following table. Mailing addresses for the following agencies are provided online at:<http://www.twdb.texas.gov/financial/instructions/doc/addresses.pdf>  |
| **Uniform Project Notification Requirements** |
| Bureau of Reclamation | [ ]  Sent [ ]  *Response*  (Not required) Page: C-      |
| Bureau of Land Management | [ ]  Sent [ ]  *Response*  (Not required) Page: C-      |
| Intergovernmental Review:Depending on the nature and location of the proposed project, notification should be sent to the City Mayor, County Judge or both. | [ ]  Sent [ ]  *Response*  (Not required) Page: C-      |
| **Uniform Agency Coordination Requirements** |
| Texas Historical Commission | [ ]  Sent [ ]  Response Page: C-      |
| U.S. Army Corps of Engineers | [ ]  Sent Page: C-     [ ]  Response  |
| Texas Parks and Wildlife DepartmentWildlife Habitat Assessment Program | [ ]  Sent Page: C-     [ ]  Response [ ]  Response to TPWD recommendations indicating which recommendations will be implemented. |
| **Circumstantial Requirements** Use the following questions to determine if coordination is required regarding potential impacts to the resource identified. If Yes, provide the page number for coordination materials. |
| Will the project adversely affect federally listed threatened or endangered species or their critical habitat?[ ]  No effect (no coordination required)[ ]  Not likely to adversely affect [ ]  Likely to adversely affect  | U.S. Fish and Wildlife ServiceDivision of Ecological ServicesIf not likely, concurrence that adverse effects have been adequately mitigated **recommended** If likely, formal Section 7 consultation **required**Page: C-       |
| Will the project impact prime and important farmlands?[ ]  Yes [ ]  No [ ]  Exempt (pipeline project, existing site)  | U.S. Department of AgricultureNatural Resources Conservation Service If Yes, Page: C-       |
| Is the project located within or directly adjacent to a national forest or grasslands? Does the project share a surface water connection that may impact these resources?[ ]  Yes [ ]  No | U.S. Forest ServiceNational Forest or GrasslandsIf Yes, Page: C-       |
| Is the project located within or directly adjacent to National Park Service Lands? Does the project share a surface water connection that may impact these resources? Does the proposed project have the potential to impact view sheds, natural sounds, night skies, or air quality of any NPS units or National Historic Landmarks? [ ]  Yes [ ]  No | National Park ServiceEnvironmental Quality DivisionIf Yes, Page: C-       |
| Wild and Scenic Rivers: coordination is required for all projects located in one of the following counties: El Paso, Brewster, Crane, Crocket, Culberson, Edwards, Hudspeth, Jeff Davis, Loving, Pecos, Presidio, Reeves, Schleicher, Sutton, Terrell, Upton, Val Verde, Ward and Winkler. [ ]  Yes [ ]  No | National Park ServiceBig Bend National Park, Rio Grande Wild & Scenic RiverIf Yes, Page: C-       |
| Is the project site within the floodplain or adjacent to the channel of the Rio Grande River OR located in, or directly adjacent to, the IBWC’s flood control projects in Texas?[ ]  Yes [ ]  No | International Boundary and Water Commission (U.S. Section)Environmental Management DivisionIf Yes, Page: C-       |
| Is the project located within the contributing zone (stream flow source) or recharge zone of the Edwards Aquifer?[ ]  Yes [ ]  No | Environmental Protection AgencyGroundwater/UIC Section (6WQ-SG)If Yes, Page: C-       |
| Is the project located in, or directly adjacent to, tidal waters or tidally influenced wetlands?[ ]  Yes [ ]  No | National Marine Fisheries ServiceHabitat Conservation DivisionIf Yes, Page: C-       |
| Is the project located in a coastal management zone?[ ]  Yes [ ]  No | General Land OfficeIf Yes, Page: C-       |
| Will the proposed project affect any known organizations or private entities?[ ]  Yes [ ]  No | Coordination with the affected party(s) is required.If Yes, Page: C-       |
| For communities that participate in the NFIP:Is the project is located in the 100-year floodplain (1% chance of flooding)?[ ]  Yes [ ]  NoDoes the project involve construction of a critical facility (WTP, WWTP,etc.) in the 500-year floodplain (0.2% chance of flooding)?[ ]  Yes [ ]  No\*\*Any construction in the 100-year floodplain and construction of critical facilities in the 500-year floodplain requires a Floodplain Development Permit. Floodplain Development Permits must be acquired prior to TWDB approval of engineering plans and specifications and release of construction funds. | National Flood Insurance ProgramLocal Floodplain AdministratorIf Yes, Page: C-       |
| For communities that DO NOT participate in the NFIP:Does the project involve construction in the 100-year floodplain or construction of a critical facility in the 500-year floodplain?[ ]  Yes [ ]  Exempt: strictly pipeline installation [ ]  No [ ]  Undetermined: no maps available to make determination\*\*If the project is not exempt and is (a) located in the 100 year floodplain, (b) involves construction of a critical facility in the 500-year floodplain or (c) no floodplain maps are available for the project area, a Flood Risk Assessment must be prepared.  | Flood Risk AssessmentThe assessment should include an elevation study, risk of flooding determination, and recommendation (build, no build, special accommodations). The assessment must be sealed by a licensed engineer.If Yes, Page: C-       |

**Section 7: Agency Coordination**

## Sample Agency Notification Letter

DATE

CONTACT NAME

ADDRESS

See section 7 for agency contact information

RE: Project Notification: Please Review - No Response Required

Dear CONTACT:

The APPLICANT is pursuing federal funding through the Texas Water Development Board’s FUNDING PROGRAM for the proposed PROJECT NAME (TWDB PROJECT NUMBER). The purpose of this notification is to identify if the proposed project will have any potential conflicts with projects being implemented by your agency.

Attached to this letter is a document containing general contact information, project description and project maps. A copy of the full Environmental Information Document (EID), which includes background environmental information and a robust analysis of potential impacts, is available upon request.

If you have any questions or need additional information, please contact me at (tel:)\_\_\_\_\_\_\_\_\_\_ or by e-mail at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

APPLICANT/CONSULTANT

Enclosure: Section 1 (General Information), Section 3 (Project Description) and Appendix A (Standard Maps) from the EID.

**Section 7: Agency Coordination**

## Sample Agency Coordination Letter

DATE

CONTACT NAME

ADDRESS

See section 7 for agency contact information

RE: NEPA Review Requested for Federally Funded Project

 Environmental Information Document Available

Consultation#\_\_\_\_\_\_\_, Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_(Project Name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_

\_\_\_\_\_\_\_\_(Applicant)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_(Project Location)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear CONTACT:

The APPLICANT is pursuing federal funding through the Texas Water Development Board’s FUNDING PROGRAM for the proposed PROJECT NAME (TWDB PROJECT NUMBER). The purpose of this coordination is to identify potential environmental and permitting issues: specifically, permits or mitigative measures required to ensure compliance with environmental regulations specific to your agency’s area of jurisdiction.

The attached Environmental Information Document (EID) provides a project description, project maps, background environmental information, a robust analysis of potential impacts and a list of all agencies with whom we are coordinating. Sections particularly relevant to your agency include: (use the table of relevant sections by agency provided on the next page to complete this section).

Include a brief description of mitigation measures that will be implemented to reduce impacts to resources under the agency's area of jurisdiction.

Recommended or required actions identified through this coordination, including permits, will be considered for inclusion as conditions in the TWDB’s environmental determination. Please cite the relevant authority (statue/regulation) for recommendations.

We request your concurrence with our determination that\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. If you have any questions or need any additional information, please contact me at (tel:)\_\_\_\_\_\_\_\_\_\_ or by e-mail at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

APPLICANT

Enclosure: EID (access to the EID may also be provided by including a link where the EID can be downloaded).

| **Section 7: Agency Coordination** |
| --- |
| Relevant Sections by Agency |
| **(for the purposes of this EID, not intended to be all inclusive)** |
| **Uniform Project Notification Requirements** |
| Bureau of Reclamation,Bureau of Land Management, andLocal Council of Governments | Section 1: General InformationSection 3: Project DescriptionAppendix A: Standard Maps |
| **Uniform Agency Coordination Requirements** |
| Texas Historical Commission | Section 1: General InformationSection 3: Project DescriptionSection 5.8: Cultural ResourcesAppendix A: Standard MapsAppendix B4: Cultural Resources Report (if applicable) |
| U.S. Army Corps of Engineers | Section 1: General InformationSection 3: Project DescriptionSection 5.4: Water ResourcesSection 5.5: Topography and FloodplainsSection 5.6: Wetlands, Streams and Waters of the U.S.Appendix A: Standard MapsAppendix B2: Wetlands, Streams and Waters of the U.S. (if applicable) |
| Texas Parks and Wildlife Department &U.S. Fish and Wildlife Service | Section 1: General InformationSection 3: Project DescriptionSection 5.1: Land UseSection 5.4: Water ResourcesSection 5.6: Wetlands, Streams and Waters of the U.S.Section 5.7: Biological ResourcesAppendix A: Standard MapsAppendix B3: Biological Resources |
| **Circumstantial Requirements** |
| U.S. Department of AgricultureNatural Resources Conservation Service | Section 1: General InformationSection 3: Project DescriptionSection 5.1: Land UseSection 5.3: Soils & Prime and Important FarmlandsAppendix A: Standard MapsAppendix B1: Soils & Prime and Important Farmlands |
| U.S. Forest ServiceNational Forest or Grasslands | Section 1: General InformationSection 3: Project DescriptionSection 5.5: Topography and FloodplainsSection 5.6: Wetlands, Streams and Waters of the U.S.Section 5.7: Biological ResourcesAppendix A: Standard MapsAppendix B3: Biological Resources |
| National Park ServiceEnvironmental Quality Division | Section 1: General InformationSection 3: Project DescriptionSection 5.4: Water ResourcesSection 5.5: Topography and FloodplainsSection 5.6: Wetlands, Streams and Waters of the U.S.Section 5.7: Biological ResourcesAppendix A: Standard MapsAppendix B3: Biological Resources |
| National Park ServiceBig Bend National Park | Section 1: General InformationSection 3: Project DescriptionSection 5.5: Topography and FloodplainsSection 5.6: Wetlands, Streams and Waters of the U.S.Section 5.7: Biological ResourcesAppendix A: Standard MapsAppendix B3: Biological Resources |
| International Boundary and Water Commission (U.S. Section)Environmental Management Division | Section 1: General InformationSection 3: Project DescriptionSection 5.4: Water ResourcesSection 5.5: Topography and FloodplainsSection 5.6: Wetlands, Streams and Waters of the U.S.Appendix A: Standard Maps |
| Environmental Protection AgencyGroundwater/UIC Section (6WQ-SG) | Section 1: General InformationSection 3: Project DescriptionSection 5.5: Topography and FloodplainsSection 5.6: Wetlands, Streams and Waters of the U.S.Section 5.7: Biological ResourcesAppendix A: Standard MapsAppendix B3: Biological Resources |
| National Flood Insurance ProgramLocal Floodplain Administrator&Texas Water Development BoardFlood Mitigation Planning Division | Section 1: General InformationSection 3: Project DescriptionSection 5.5: Topography and FloodplainsAppendix A: Standard Maps |
| National Marine Fisheries ServiceHabitat Conservation Division | Section 1: General InformationSection 3: Project DescriptionSection 5.5: Topography and FloodplainsSection 5.6: Wetlands, Streams and Waters of the U.S.Section 5.7: Biological ResourcesAppendix A: Standard MapsAppendix B3: Biological Resources |
| General Land Office | Section 1: General InformationSection 3: Project DescriptionAppendix A: Standard Maps  |

# Section 8: Certification

**CERTIFICATION**

I hereby certify that the information contained in this document is accurate and complete to the best of my knowledge, and that this document describes the complete project. There are no other projects, stages or components other than those described in this document, which are related to the project as connected actions or phased actions.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title\_\_\_\_\_\_\_(*project manager for the preparation of the EID*)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Section 9: Appendices